

# STAVIS SEAFOODS, INC.

## AMMONIA REFRIGERATION MANAGEMENT PROGRAM

### STANDARD OPERATING PROCEDURES — AMMONIA UNLOADING (LOAD-IN) PROCEDURE

#### Standard Operating Procedure (SOP)

##### Task Flow

##### Preparation

##### Assemble equipment

##### Ammonia unloading procedure

Task	Step	Comment
<b>Preparation</b>	1. Be familiar with the emergency response procedures for the facility.	
	2. Know the location of the nearest eye wash/safety station.	
	3. Know the location of the valves, which would have to be closed to isolate the line/equipment in an emergency.	
	4. Be familiar with ammonia first aid procedures.	
	5. Be familiar with the line and equipment opening procedures (SOP7).	
<b>Assemble equipment</b>	Before going to the ammonia unloading procedure, assemble the following equipment: <ul style="list-style-type: none"><li>• Elbow-length rubber gloves</li><li>• Splash goggles and face shield</li><li>• Clean bucket containing water or quick access to a water hose.</li><li>• Closed valve markers and locks</li><li>• Emergency service bucket containing a full face type gas mask, eye wash bottle, pipe wrench</li></ul>	
<b>Ammonia unloading procedures</b>	1. Notify personnel and supervisors in the area that ammonia-unloading procedures are to be carried out.	
	2. Ensure that a backup person (buddy-system), <b>in addition to the delivery tank truck driver</b> , is available for the remainder of these procedures.	
	3. Check the documents provided by the delivery tank truck to ensure delivery of the correct grade and purity of ammonia.	
	4. Ensure that the driver of the tank truck has pulled the tank truck as close as possible to the unloading line to minimize the potential for accidents.	
	5. Ensure that the delivery truck driver locks the truck's brakes and chocks the wheels. Use yellow caution tape to isolate the area. Use cones to protect hose from any vehicle traffic.	